

WESTWOOD RECREATION DEPARTMENT

RECREATION ADVISORY BOARD

Minutes of September 13, 2010

1. MEETING CALLED TO ORDER at 8:03 P.M.

Present: Councilmember Ingrid Quinn, Chair Sherman Taylor, Vice Chair Heidi Catalano, Board Members John Bonkowski, Janine Borgersen, Chris Codner, Michael Griffin, Joan Hluchan, Don Smith, Director Gary Buchheister, Admin. Asst. Margaret McDonough

2. APPROVAL OF MINUTES of June 14, 2010: Member Bonkowski made a Motion to accept the Minutes as present, Vice Chair Catalano seconded the Motion; the Motion passed.

3. OPEN PUBLIC FORUM:

4. COUNCIL LIAISON REPORT:

2010 Concerts and Movies in the Park: Councilmember Quinn expressed her congratulations and thanks for the programs, reporting a great deal of positive feedback from the community.

Summer Playground Program: Ms. Quinn offered her congratulations to the Staff and reported very positive feedback from the Program's parental surveys.

Westvale Park: Ms. Quinn reported that the work is progressing well. The footings for the light stanchions will be completed this week. The irrigation system is almost complete. The topsoil plan has been adjusted. The dog park has been relocated to the north end of the facility. The schedule for opening the bike / walking path and the dog park has not been determined. Bergen County has opened the bids for the connecting path between the Pascack Valley County Park and Westwood's Westvale Park. The \$500,000 Grant funds have been received.

The only items still under discussion are the playground and sod versus seeding for the fields.

Member Christopher Codner joined the meeting at 8:15 PM.

5. DIRECTOR'S REPORT:

a. Summer Playground Program: Director Buchheister reported there were 390 participants; an increase of about 8%. Program Surveys were presented; over 30% of the parents responded. The Program was expanded from 5 to 6 weeks. There are many requests for further schedule expansions. Before / after care is essential which will be provided for an additional fee. Director Buchheister distributed a program summary reflecting registration and program data. He addressed the number of residents experiencing financial difficulty and stated that the process to assist the residents in financial need will be improved for the 2011 Program. Discussion followed.

b. Summer Activities:

1. Concerts and Movies: Director Buchheister thanked and congratulated Ms. McDonough on the Concert Series and Ms. McDonough and Mr. Griffin for the Movies Program.
2. Camps: Mr. Buchheister presented a summary of the various camps conducted the week following the Playground Program, which were well received.

- c. Fall Programs: Fall Registration began today, with 50 registrations already received; more than 50% were on-line. New programs have been added including girls' volleyball and a magic program. The Pre-School Program also began today and went extremely well. There is the maximum number of 24 children in the morning and almost at maximum with 15 in the afternoon.
- d. Special Needs Program: The program brochure was presented for review. Westwood Regional School system mailed the brochure to all residents registered in the Special Needs Program. The new Program is year-round dance with seasonal basketball, yoga and art. Director Buchheister invited the Board Members to attend any session
- e. Parks / Community Center Improvements:
Wood carpeting was installed in all of the playgrounds, basketball lines have been painted and basketball rims have been replaced in all of the parks.
Lights were repaired at Brookside Park and Hageman Park.
A storage shelter was rented for the Playground Program at Voorhis Park which was very beneficial to the program.
All of the floors in the Community Center floors were stripped and waxed and Custodian Ken Weaver painted all of the areas in the Center requiring attention. The facility has been greatly improved by these repairs.
Ms. Catalano complimented the Pre-School door design which was created voluntarily by a Pre-School parent and produced by a local graphics company. The same parent with another mother painted the designs on playhouse in the Meeting Room, as a volunteer effort. Director Buchheister is looking toward many such improvements, such as a 'banner program' for the gymnasium.
- f. The Halloween / Ragamuffin Parade will be held on Saturday, October 23. A new sponsor for the event is being sought.
- g. Basketball Clinic: Member Borgersen questioned how the Gr 1 & 2 clinic will be conducted. Mr. Buchheister discussed participation numbers and explained the progression of age / skill levels.
- h. The Teen Center will have their season opening on Friday, September 24.

6. OLD BUSINESS:

- a. Westvale Park Renovation: Previously addressed.
- b. New irrigation system for Veterans Park, train station and Library: The irrigation project is completed.
A brochure for Memorial Park Benches in all the parks is being produced. Other improvements will include new pavers and landscaping. Member Griffin questioned the repair of the well in Veterans Park. Ms. McDonough reported that the Heritage Society will renovate the well, using the original plans. The well renovation has not been scheduled.
Security cameras: Will be installed in the train station in the near future. Discussion followed.

7. NEW BUSINESS:

- a. Rental of Community Center: Two private, basketball organizations are renting the gym. The 2010 facility fees thus far have paid for the Community Center floor stripping, new tables and trash receptacles. Future improvements include rolling, floor partitions for the meeting rooms. Pictures of the Community Center are posted on the Borough website.
- b. 2011 Fee Ordinance: Director Buchheister presented the proposed 2011 Fee Ordinance for review. Further discussion tabled to the October 4 Board Meeting.

8. ADJOURNMENT: Motion to Adjourn was made at 8:52 by Member Griffin, seconded by Member Borgersen. The next meeting will be Monday, Nov. 8, 2010 at 8:00 P.M. in the Community Center.